

APPENDIXES

**APPENDIX A: LANGUAGE STYLES AND
LANGUAGE FUNCTIONS**

I. TABLE OF LANGUAGE STYLES AND FUNCTIONS

The E-mails Styles Of: The Functions Of:	The Japanese	The Koreans	The Chinese	The Taiwanese
Expressive: 1) Greetings 2) Thanking 3) Showing happiness 4) Showing respects 5) Showing expectation 6) Asking for apologies 7) Thanking, 8) Closing	Intimate Casual -None- -None- -None- -None- Casual Casual	Casual Casual Consultative -None- -None- -None- Casual Casual	Casual Casual Casual Consultative Consultative Casual Casual Casual	Casual Casual -None- -None- Casual Casual Casual Casual
Referential: 1) Giving data/ information 2) Informing action 3) Showing agreement 4) Illustrating situation 5) Illustrating explanation 6) Answering questions	Casual Casual -None- -None- -None- Consultative	Casual Consultative -None- Casual Casual Casual	Casual Casual -None- Consultative Casual -None-	Casual Casual Casual Casual -None- -None-
Directive: 1) Ordering to do requests 2) Offering assistance	Consultative Consultative	Casual Consultative	Casual Consultative	Casual -None-
Phatic: 1) Giving prayers.	-None-	Consultative	-None-	-None-
Metalinguistic: 1) Introducing foreign terms	-None-	Consultative	-None-	-None-

II. Table of Expressive Function in The Japanese E-mails

Mails' Code	Purposes	Expressions
J-1 ~ J-4 J-5	1. Greeting	1) Dear Bambang-san 2) Dear Meme-san 3) Meme-san Ohayoo!
J-2 J-4 J-5	2. Thanking	4) Thanks a lot for your close follow as to the first deal. 5) Thank you for the following up this new business. 6) Thank you for your calling and e-mail.
J-2, J-3	3. Closing	7) Best Regards.
J-1, J-4 J-5	4. Thanking also Closing	8) Thanks & Best Regards. 9) Thank you for your time.

III. Table of Referential Function in The Japanese E-mails

Mails' Code	Purposes	Expressions
J-1	1. Informing actions	10) Resending the following
J-5		11) The standby credit was already opened. 12) Now, I got what you mean DHL#:221 8484 321.
J-2	2. Giving data.	13) The standby <u>L/C</u> No. is 655-210-561727, which please be informed.
J-4	3. Answering questions	14) Both ways are acceptable for us, if they want to do that.

Note: L/C is the abbreviation of "Letter of Credit".

IV. Table of Directive Function in The Japanese E-mails.

Mails' Code	Purposes	Expressions
J-1	1. Ordering to do the requests	15) Kindly request Inalum to confirm their receipt and to release us the... documents.
J-2		16) Your following up on this will be highly appreciated.
J-3		17) Kindly inform us of the delivery date of <i>this goods</i> to make necessary preparation.
J-4		18) "... , kindly request them to pass that to Ms. Syafrida Ida, as I asked you over the phone this morning.
J-4	2. Offering assistance.	19) If you have any query, I would like you to call mobile, 65-9673-6728.

V. Table of Referential Function in The Korean E-mails.

Mails' Code	Purposes	Expressions
K-1	1. Informing actions	1) I was informed from the supplier that they had already ... from Europe.
K-2		2) All arrive then I will inform you..
		3) We acknowledge receipt of your remittance advice ... HS-030801.
		4) We have dispatched one set of original shipping ... by DHL (Air waybill No..)
		5) For your reference, we are ... receipt.
K-5		6) Today, I was informed your L/C from our finance team ... with global standard.
K-7		7) I am sending a guarantee ... shipment.
K-8		8) We understand original... to Ms. Rini.
K-9		9) We have tried to contact... reached.
K-10		10) I sent you below e-mail last week.
K-11		11) I understand your situation.
K-12		12) We got your <u>L/C</u> .
K-1	2. Illustrating situations	13) It is Christmas Eve tonight and we will be in white Christmas as outside is cloudy weather now.
K-3		14) At this time, we <i>can't</i> make a shipment on Sep. 04, because <i>beneficiary</i> is wrong on the <u>l/c</u> .

K-7		15) Even if we have tried to ship your <u>q'ty</u> on time, ... in Korea.
K-11		16) But we can't make ... <u>L/C</u> description.
K-4	3. Giving data.	17) BENEFICIARY: TO "030911".
K-5		18) 1.SWIFT CODE 41A ... ACCOUNT" This is a standard <u>L/C</u> globally.
K-14		19) As per your request... for your reference:cncsby@sby.rad.net.id. 20) <u>FYI</u> , shipping agent... consignee. 21) The courier arrived at ... Saturday.
K-6	4. Answering question or giving explanation.	22) Regarding your fax of September 4, 2003....., causing more delays.
K-11		23) And for the <u>P/O</u> you sent... offer.
K-12		24) And I think it will... customs also. 25) But there is different model name in <u>L/C</u> for your <u>P/O</u> 26) Model name in <u>L/C</u> is... is right.

Note: P/O is "Purchase Order", and FYI means "For Your Information".

VI. Table of Directive Function in The Korean E-mail.

Mails' Code	Purposes	Expressions
K-1	1. Ordering to do the requests	27) I hope the remittance of U\$ 3,966 the sooner the better for me... supplier.
K-3		28) <u>Plz</u> understand our situation.
K-4		29) <u>Plz</u> amend <u>l/c</u> as follows;
K-5		30) Please review it, let me know your opinion.
K-6		31) Please reply me soon.
K-6		32) I ask for your understanding on this matter.
K-7		33) "... ,please take this into consideration.
K-7		34) Please see the attachment and let me have a copy with your signature.
K-8		35) Please send <u>T.T.</u> to our account as contracted.
K-9		36) Please comment when it will be sent.
K-9		37) We are extremely awaiting your response by return.
K-10		38) I would like to know the present situation.
K-11		39) Please reply to me.
K-11		40) Please understand our situation and amend <u>L/C</u> .
K-12		41) Please check and amend <u>L/C</u> please.

K-14		<p>42) Please confirm if ... Danamon.</p> <p>43) Kindly advice your bank ... yesterday.</p> <p>44) Your kind attention is highly appreciated.</p>
K-14	2. Offering assistance	45) If you need further information, please feel free to contact me.

Note: Plz or Pls is an abbreviation of "Please", and T.T. is "Telegraphic Transfer"

VII. Table of Expressive Function in The Korean E-mails.

Mails' Code	Purposes	Expressions
K-1	1. Showing happiness	46) It is Christmas Eve tonight and we will be in white Christmas as outside is cloudy weather now.
K-2 K-1 ~ K-14	2. Greeting.	47) Selamat siang! 48) Dear ...
K-2 K-5, K-7 K-10 ~ K-12 K-13 K-2 K-14	3. Thanking 4. Thanking also closing	49) Thank you very much ... cooperations. 50) Thanking you again ... cooperations. 51) Thanks. 52) Thanks for your sincere cooperation. 53) Thank you. 54) Thank you for the good news. 55) Terima kasih. 56) Thanks & Best regards. 57) Thanks/ <u>Brgds.</u>
K-1 K-3, K-4 K-5, K-7 K-6 K-8 ~ K-12 K-13	5. Closing	58) Best <u>Rgds.</u> 59) Sincerely 60) Very Truly Yours 61) Respectfully Yours 62) Best Regards 63) <u>Brgds.</u>

Note: "Selamat siang" and "terima kasih" are Indonesian terms that mean "good afternoon" and "thank you". Also, Brgds is "Best regards" or Rgds is abbreviated from "Regards".

VIII. Table of Phatic Function in The Korean E-mails

Mails' Code	Purposes	Expressions
K-1	1. Giving prayers or blessings or expectations.	64) I hope you have nice Christmas tomorrow. 65) May God Bless you and nice holiday of Christmas. 66) We hope that you and your esteemed company continued success and prosperity. 67) And we look forward to the pleasure of enhancing our business relationship.
K-2		

IX. Table of Metalinguistic Function in The Korean E-mails

Mails' Code	Purposes	Expressions
K-2	1. Introducing new (foreign) terms.	<p>68) "<i>Chusok</i>" (Korean Thanksgiving day) is the most festive holiday with a variety of festivals, traditional games, and exchanges of gifts.</p> <p>69) "<i>Hangawi</i>" is a day of thanksgiving for a good harvest. Most families come home from all across the country to celebrate the day together</p> <p>70) "<i>Songpyon</i>" is a name of half-moon shaped rice cakes.</p>

X. Table of Referential Function in The Chinese E-mails

Mails' Code	Purposes	Expressions
C-1	1. Giving data	1) Enclosed is a brochure of Titanium parts for your reference.
C-3		2) The bank (PT. BANK MANDIRI) is ok.
C-2	2. Illustrating explanation	3) About the USD.54.00 for reimbursement fee, we think ... because it is the fee in your country, and it is not belong to our obligation.
C-6		4) And you information to us, is too late.
C-9		5) If you information early, I can choose shipping company, but after shipping you information to us, how can I to do?
C-11 ~ C-16		6) If not, then perhaps we have to ... or shipment.
C-24		7) We have tried our very best to negotiate with the shipping company but they don't agree to do so... and others about Letter of Credit terms of Ms. Kelly Lu at her mails in July 2003.
		8) As per contract, the payment term is 45 days from <u>B/L</u> date... will loss.

C-4	3. Informing actions	9) I plan to ship the compressors on 26 th of this month, and it will ship out from <u>H.K</u> on 28 th <u>Dec</u> .
C-5		10) Yes, I asked my bank to send the documents to you within ... very soon.
C-6		11) I have connect with shipping company apply 14 day free demurrage time, but they don't accept. I have apply twice, but they all don't accept, and you information to us, is too late. 12) Next time I will apply 14 days free demurrage time.
C-8		13) I have spent a busy ... customers.
C-9		14) We received a telex from your Bank ... this <u>L/C</u> , has the following discrepancies.
C-17		15) We have got the <u>L/C</u> amendment and will arrange the shipment ... yesterday.
C-18		16) As for the new <u>PO</u> , we will try our best to arrange the shipment as you request.
C-21		17) Shirley will contact my forwarder and let you know soon.
C-22		18) The 500 <u>pcs</u> of ... today.
C-23		19) We have just contacted SIIC and they said that ... directly.
C-25		20) 1. After checking our record, <u>plse</u> be confirmed ... with HKD currency.
C-26		21) The shipment schedule ... once

C-27		available. 22) Regarding to the shortage of ... this morning.
C-17 C-26 C-27	4. Illustrating situations	23) You know, we, actually, are very willing to meet our customers' demands, which is our mission. But since this year, increasing orders and lack of stock have made it ... accident. 24) <u>Plse</u> be informed that ... out. 25) They replied that ... next contract.

Note: B/L is an abbreviation of "Bill of Lading", and Plse means "Please". Also, Hong Kong is shortened to H.K., instead of HKG, and pcs is for pieces. Chinese prefer stating Aug. or Dec. to August or December.

XI. Table of Directive Function in The Chinese E-mails

Mails' Code	Purposes	Expressions
C-1	1. Ordering to do requests	26) Please check the original ... website: http://www.fedex.com . 27) Looking forward to your reply <u>ASAP</u> .
C-2		28) About your new order, we hope your opinion.
C-3		29) Please open the <u>L/C</u> at it quickly.
C-4		30) Did you open the <u>L/C</u> ? I need your <u>L/C</u> !!!! 31) If you had open it, please fax the pages to me.
C-5		32) Please keep in touch.
C-7		33) Please keep contacting me.
C-9		34) Please let me know your comments as your earliest convenience. 35) Please help to accept above discrepancies.
C-10		36) Please just fax your amendment <u>L/C</u> copy to us immediately. 37) When we can expect it? 38) Please rush.
C-11		39) Can you talk with ... demurrage? 40) Please fax us your ... orders. 41) However, please amend... <u>L/C</u> . 42) We need your prompt reply SAME DAY.
C-11-C-13,C-16 C12		43) Please confirm <u>asap</u> . 44) Could you please also delete... 14 DAY

C-13		<p>DAYS?</p> <p>45) Please just delete or amend... <u>L/C</u>.</p> <p>46) Please confirm if you... time?</p> <p>47) If not, please amend... "AT SIGHT"</p> <p>48) Please amend it to be... this order.</p> <p>49) Please amend it to be... acceptable".</p> <p>50) Please delete shipping mark.</p> <p>51) Please ensure not to show out this <u>L/C</u> particulars for your... previously.</p>
C-13, C-15.		<p>52) Expect to hear from you soon.</p>
C-14		<p>53) Your kindly understanding and assistance on this issue are much appreciated.</p> <p>54) You are kindly suggested to increase your order <u>q'ty</u> up to 3,900 sets.</p>
C-15		<p>55) Please just make these 2 small sponges cut... your side.</p>
C-16		<p>56) Could it possible for you... with us?</p>
C-17		<p>57) Please <u>don't</u> worry.</p> <p>58) No need to send back... reference.</p> <p>59) Could you please send ..(2 sides)?</p> <p>60) Also please advise ... cut?</p> <p>61) We need this ... now.</p> <p>62) Please send us your <u>L/C</u> copy and advise your <u>L/C</u> number <u>asap</u>.</p>
C-18		<p>63) Please do believe that we... demands.</p>
C-19		<p>64) <u>Pls</u> fax us the <u>L/C</u> amendment.</p>
C-23		<p>65) And we hope that you would be nice enough to accept this... date.</p>
C-24		<p>66) Kindly inform us upon your receipt.</p> <p>67) Please kindly issue Acceptance</p>

<p>C-25</p> <p>C-26</p>		<p>Goods Letter.</p> <p>68) You must have had claimed earlier, if you have found quality problem.</p> <p>69) Therefore, kindly deduct... TT0304.</p> <p>70) Please be confirmed ... in total).</p> <p>71) <u>Plse</u> be informed that... shipped out.</p>
<p>C-1</p> <p>C-5</p> <p>C-8</p>	<p>2. Offering assistance</p>	<p>72) Please feel free ... equipment.</p> <p>73) And if you have any questions, please do not hesitate to ask me.</p> <p>74) Please you feel free to contact me if I can be any assistance.</p> <p>75) If your factory need to add more machines, please you <u>don't</u> hesitate to contact me.</p>

Note: Q'ty means "Quantity" and ASAP is "As Soon As Possible".

XII. Table of Expressive Function in The Chinese E-mails

Mails' Code	Purposes	Expressions
C-1 ~ C-27 C-4 C-5 ~ C-7 C-8 C-17 C-18 ~ C-19 C-21	1. Greetings.	76) Dear... 77) Merry Christmas! 78) How are you! 79) How about you? How about our machines? 80) Good afternoon! 81) Good morning! 82) Do you have holiday in <u>Aug.</u> and <u>Sep.</u> ? 83) Good day! 84) How about you these days?
C-2 C-3 C-6 C-10 C-11 C-12 C-14 C-15 C-16 C-18 C-19 C-20 C-22	2. Thanking	85) Thanks for your reply. 86) Thanks! 87) Thank you for your cooperation and you can accept discrepancies. 88) Thank you for your mail just in and kindly understanding on this <u>L/C</u> amendment. 89) Thank you for your mail just in. 90) Thank you for your confirmation about this <u>L/C</u> amendment. 91) Thank you for your e-mail... your side. 92) By the way, ... thanks for your acceptance... with us. 93) Thank you for your mail... earlier. 94) Thank you for your 4 mails... 2003. 95) Thank you very much for your understanding. 96) Sorry and thank you! 97) Thanks very much for your email. 98) Thank you very much for your email.

C-2 C-6 C-7 C-8 C-20 C-22	3. Showing expectations	99) Hope we are in good cooperation. 100) Hope we can good cooperation. 101) I believe we can ... relationship. 102) We have not contacted for a so long time, hope all best things have happened to you. 103) Have a nice day. 104) I hope everything around you is <u>ok</u> .
C-7 C-15 C-17 C-19 C-25	4. Asking for apologies.	105) First I am sorry for not... project. 106) Sorry! 107) Firstly <u>I'd</u> like to say sorry for... your order. 108) <u>I'm</u> sorry to tell you... July. 109) Sorry and thank you! 110) Sorry for the inconvenience caused.
C-7	5. Showing respects.	111) Of course, you are welcomed to China... hospitable. 112) You are really kind and ... hobbies. 113) My Manager told me... a chance.
C-20	6. Showing happiness	114) I am happy that everything is done.
C-1 ~ C-19, C-21 ~ C-23 C-20 C-24 C-25 ~ C-26	7. Closing	115) Best regards. 116) Regards. 117) <u>B.rgds</u> 118) <u>Best Rgds.</u>

XIII. Table of Referential Function in The Taiwanese E-mail.

Mails' Code	Purposes	Expressions
T-1	1. Giving data or information	1) The UPS bill <u>no</u> is... UPS Indonesia.
T-4		2) the Packing List of <u>C/28-29</u> Blind rivet belong to ... not belong to <u>SC/02-0478</u>.
		3) so this shipment haven't <u>SC/02-0478</u>'s goods.
T-9 ~ T-10,		4) Citibank N.A... (Bank's details) and/or
T-24 ~ T-25		payment's details.
T-13		5) Shung Dar already received the <u>LC</u>
		... with thanks. As this <u>LC</u> is delayed,
		shipment will ... <u>I/O</u> June.
		6) 1.Latest date of <u>ship</u> :.. <u>I/O</u> 'FREIGHT
		COLLECT' (Details of amendment's
		requests)
T-16		7) The Shung Hung have sent origin <u>doc</u> ...
		2003.
T-18		8) Actually, we have received... 2003.
	9) As you know the spare ... already.	
T-19	10) you can remit all payment... Bank.	
T-31	11) The original <u>doc</u> of <u>Imp.0300537(4)</u>	
	have by Mr. Cho of Taiwan Concorde	
	bring to Indonesia today.	
	12) He will arrival Surabaya on this Friday.	
	But this <u>doc</u> . Invoice 60% haven't revise...	
	no.5.	
T-41	13) <u>Fyi</u> , goods are finished & will arrange	
	shipment.	
T-42	14) <u>Fyi</u> , due to <u>q'ty</u> is very small (cost too	
	high to ship it only)... the shipment.	

T-2	2. Informing actions.	15) We have effect the shipments as per our shipping advice to you last Friday.
T-3		16) And we also send 1... yesterday . 17) We had e-mail Invoice, <u>P/L</u> and <u>TT</u> ... again. 18) By the way, we had advice that Mr. Elim <u>DD</u> : <u>Nov.</u> 19,...with together Maspion's <u>TT</u> to us.
T-4		19) By the way we have sent the original <u>doc.</u> to... <u>P/L</u> to you now.
T-5		20) We have revised ... <u>P/L</u> (4 pages) total: 7 pages to you now.
T-5,T-7		21) We are e-mail the revised <u>doc.</u> to you now and will... today.
T-6		22) I found some mistake for invoice and <u>B/L</u> we have... to you. 23) And will fax .. afternoon.
T-10, T-35, T-37		24) By the way, we have faxed the ... afternoon / on
T-11		25) We have faxed the <u>B/L</u> to you (Fax: 6231-3533218) before a minute , also we ... on Apr. 24, 2003.
T-20		26) The <u>Imp.0300537(1)</u> will shipped out ... next Monday. 27) The <u>SC/03-0121</u> belong to <u>Imp.030037..</u>
T-21		28) We have faxed the <u>B/L</u> and Insurance of <u>Imp.0300537-2 (SC/03-0121)</u> ... ago.
T-25 ~ T-26, T-40		29) We have faxed ... to you (3533218) (before) a few minute ago.
T-26		30) The <u>SC/03-0274</u> have revised ... USD. 25,500.00

T-28		31) We are e-mail Invoice... to you.
T-29		32) We will fax revised <u>SC</u> /03-0302 to you.
T-30		33) We have contact with supplier ... end <u>Aug</u> or early <u>Sep</u> .
T-31		34) We will send you... by "OCS" today.
T-34		35) We already ask the ... accordingly.
T-18	3. Illustrating situations.	36) Do you know that Shung push me very day, I don't know how to said to them this <u>TT</u> .
T-33		37) Because we will have to pay import duty... are returned goods.
T-12,T-19,T-29	4. Showing agreement	38) O.K.
T-32		39) Ok, No problem

Note: P/L is abbreviated from Packing List, SC/ is Sales Contract, C/ is for Carton number xxx, I/O is for Instead Of, DD is for Due Date, and Imp is for Import reference number xxx.

XIV. Table of Directive Function in The Taiwanese E-mails.

Mails' Code	Purposes	Expressions
T-1	I. Ordering to do the requests.	40) Please check on your side.
T-2		41) Please check your fax machine for the <u>B/L</u> we sent earlier today.
T-3, T-5, T-7		42) Please check.
T-3, T-7, T-28		43) If you want to revise the <u>doc.</u> , please advise us... (by e-mail before..afternoon)
T-3		44) How about the <u>TT</u> ... ?Please advise us when you can remit it.
T-3		45) Please contact Mr. Elim.
T-3		46) Did you receive the... ?Please open <u>LC</u> soon and fax ..to us.
T-4		47) Please understand.
T-6		48) Please correct it.
T-8		49) Please direct print this revised <u>P/L</u> .
T-9, T-16		50) Please red line.
T-10, T-24, T-25		51) When you can remit below <u>TTS</u> ... ?Please advise us soon.
T-10, T-11, T21		52) Please rush the <u>TT</u> ... to:
T-13		53) Please remit <u>TT</u> US\$...to:
T-15		54) Please check.
T-18		55) Please amend <u>LC</u> as bellows:
T-23		56) Please amend above <u>LC</u> and fax to us as soon as possible.
T-15		57) Have you amend the <u>LC</u> ... ?Please advise.
T-18		58) When you can remit to them?Please rush and reply to us.
T-23		59) Please rush the below <u>TTS</u> and give

<p>T-24 T-25, T-26, T-28 T-21, T-27, T-31, T-35, T-37 T-31 T-33 T-34 T-35 T-39 T-40 T-41 T-42</p>		<p>us a schedule of <u>TT</u>, please advise. 60) Please rush the above <u>TT</u> to us soon. 61) Please check. 62) Attached please find ... requirement (revised P/L) 63) Please see red blue. 64) Please do not give up any chance of tax refund. 65) Please send us the <u>P/L</u> immediately. 66) Please give us the correct <u>P/L w/o</u> delay. 67) Looking forward to hearing from you soon. 68) Would you please send us the... first? 69) Have your customs...already? 70) Do we still have the... taxes? 71) Have you received shipment <u>doc.</u> of <u>Imp....on Sep. 2, 2003?</u> 72) Please fax the <u>B/L</u> and send original <u>B/L</u> to us soon. 73) Please check. 74) Would you mind advising your UK forwarder to contact with "Uniserve Airfreight Ltd"? 75) Kindly check with Ms. Endang.</p>
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Note: TTS is abbreviated from Telegraphic Transfer Settlement, w/o is for without, and doc is for documents.

XV. Table of Expressive Function In The Taiwanese E-mails.

Mails' Code	Purposes	Expressions
T-1 ~ T-42 T-3, T-5, T-8 T-4, T-10 T-9	1. Greetings	76) Dear... 77) Good morning. 78) Good afternoon. 79) Happy Islamic New Year!
T-4, T-6 T-18	2. Asking for apologies	80) Sorry. 81) Sorry, I was confusion the <u>TT</u> of <u>Imp.0300407(2)</u> 30%.
T-7, T-8 T-14, T-15, T-17, T-18, T-24, T-33 T-19, T-22 T-30 T-33 T-34 T-38, T-39, T-42 T-39 T-1	3. Thanking	82) Thank you 83) Thanks. 84) Thank for your <u>TT</u> .. 85) Thank for your e-mail. 86) Thank you for your mail. 87) Thank you very much for your prompt assistance. 88) Thanks. 89) Thank you for your Packing List yesterday. 90) Thank and regards.
T-1	4. Showing expectation	91) Have a nice weekend!
T-13 T-1 ~ T-3, T-9, T-10, T-33, T-34 T-11, T-12, T-15 ~ T-32, T-35 ~ T-37, T-40 T-41, T-42 T-4 ~ T-8, T-11	5. Closing	92) Best regards. 93) <u>Brgds.</u> 94) <u>B. Regards.</u> 95) <u>Rgds.</u>

XVI. TABLE OF LANGUAGE STYLES IN THE JAPANESE E-MAILS

Expression No.	Parameters													Language Style					
	Vocabulary Types						Sentence Types						Abbreviation		Non English Terms				
	Most Standard		Standard		Non Standard		Long		Short		Complete		Incomplete		Complex	Simple	Contraction		
In Function of Expressive: 01-03	-	-	V	-	-	V	-	V	V	-	-	V	V	-	-	V	-	V	Intimate
04	-	-	V	-	-	V	-	V	V	-	-	V	V	-	-	V	-	V	Casual
05-06, 07, 09	-	V	-	-	-	V	-	V	V	-	-	V	V	-	-	V	-	V	Casual
08	-	-	V	-	-	V	-	V	V	-	-	V	V	-	-	V	-	V	Casual
In Function of Referential: 10	-	V	-	-	-	V	-	V	V	-	-	V	V	-	-	V	-	V	Casual
11	-	V	-	-	-	V	-	V	V	-	-	V	V	-	-	V	-	V	Casual
12	-	-	V	-	-	V	-	V	V	-	-	V	V	-	-	V	-	V	Casual
13	-	-	V	-	-	V	-	V	V	-	-	V	V	-	-	V	-	V	Casual
14	-	V	-	-	-	V	-	V	V	-	-	V	V	-	-	V	-	V	Consultative
In Function of Directive: 15-19	-	-	V	-	-	V	V	-	-	-	-	V	V	V	V	-	-	-	Consultative

Expression No.	Parameters											Language Style
	Vocabulary Types			Sentence Types				Abbreviation		Non English Terms		
	Most Standard	Standard	Non Standard	Long	Short	Complete	Incomplete	Complex	Simple		Contraction	
In Function of Expressive: 46	-	V	-	V	-	V	V	V	-	-	-	Consultative
47,55	-	-	V	V	-	V	-	-	V	-	-	Intimate
48	-	V	-	V	V	-	-	-	V	-	-	Casual
51,56-58,63	-	-	V	V	-	V	-	-	V	-	-	Casual
49-50,54	-	V	-	V	-	V	-	-	V	-	-	Consultative
52	-	V	-	V	-	V	-	-	V	-	-	Casual
53	-	V	-	V	-	V	-	-	V	-	-	Casual
59-62	-	V	-	V	-	V	-	-	V	-	-	Consultative
In Function of Phatic: 64-67	-	V	-	V	-	V	V	-	-	-	-	Consultative
In Function of Metalinguistic: 68-70	-	V	-	V	-	V	V	V	-	-	-	Consultative

Expression No.	Parameters													Language Style
	Vocabulary Types			Sentence Types						Abbreviation		Non English Terms		
	Most Standard	Standard	Non Standard	Long	Short	Complete	Incomplete	Complex	Simple	Contraction				
39,53,65,68	-	-	V	V	-	V	-	V	-	-	-	-	-	Consultative
43,64	-	V	-	-	V	-	V	-	V	-	-	-	-	Casual
46-49,66	-	V	-	V	-	-	V	-	-	-	-	-	-	Consultative
61	-	-	V	V	-	V	-	-	V	-	-	-	-	Consultative
In Function of Expressive:														
76-78,80-81,83	-	V	-	-	V	-	-	-	V	-	-	-	-	Casual
114-115	-	-	-	-	V	-	V	-	-	-	-	-	-	Casual
79,84,89,96,99	-	-	V	-	V	-	-	-	V	-	-	-	-	Casual
100,103,106,	-	-	-	-	V	-	-	-	-	-	-	-	-	Casual
109,110,116	-	-	V	-	V	-	-	-	V	-	-	-	-	Casual
82	-	-	V	-	V	-	-	-	V	-	-	-	-	Casual
85-86,90,97,	-	-	V	-	V	-	-	-	V	-	-	-	-	Casual
117-118.	-	-	V	-	V	-	-	-	V	-	-	-	-	Casual
87101	-	V	-	V	-	-	V	-	V	-	-	-	-	Consultative
88,104,107-108	-	-	V	-	V	-	V	-	V	-	-	-	-	Casual
91-93,102	-	-	V	-	V	-	V	-	V	-	-	-	-	Consultative
94-95,98	-	V	-	V	-	-	V	-	V	-	-	-	-	Consultative
105,111,113	-	-	V	-	V	-	-	-	V	-	-	-	-	Consultative

XIX. TABLE OF LANGUAGE STYLES IN THE TAIWANESE E-MAILS.

Expression No.	Parameters											Language Style	
	Vocabulary Types			Sentence Types				Abbreviation		Non English Terms			
	Most Standard	Non Standard		Long	Short	Complete	Incomplete		Complex	Simple	Contraction		Familiar Terms
		Standard	Non Standard				Complete	Incomplete					
In Function of Referential: 01,29	-	V	-	V	V	-	-	-	V	V	-	Casual	
02,08-09	-	V	-	V	-	V	-	-	V	-	-	Casual	
03-04,06-07,11	-	V	-	V	-	V	-	-	V	V	-	Casual	
17,23-24,30-32	-	V	-	V	-	V	-	-	-	V	-	Casual	
36,38-39	-	V	-	V	-	V	-	-	V	-	-	Casual	
05,12-14,18-22	-	V	-	V	-	V	-	-	-	-	-	Casual	
25-28,33	-	V	-	V	-	V	-	-	V	-	-	Casual	
10,37	-	V	-	V	-	V	-	-	V	-	-	Casual	
15-16,34-35	-	V	-	V	-	V	-	-	V	-	-	Casual	
In Function of Directive: 40,42,45,47-48	-	V	-	V	-	V	-	-	-	-	-	Casual	
50,54,58,61,63,64,67,73.	-	V	-	V	-	V	-	-	-	-	-	Casual	
41,43-44,46,56	-	V	-	V	-	V	-	-	-	V	-	Casual	
59,62,65,72.	-	V	-	V	-	V	-	-	-	V	-	Casual	
49,51-53,55,57	-	V	-	V	-	V	-	-	-	-	-	Casual	
60,66,68,71,75	-	V	-	V	-	V	-	-	-	-	-	Casual	
69-70,74	-	V	-	V	-	V	-	-	-	-	-	Casual	

Expression No.	Parameters											Language Style	
	Vocabulary Types				Sentence Types				Abbreviation		Non English Terms		
	Most Standard	Standard	Non Standard	Long	Short	Complete	Incomplete	Complex	Simple	Contraction			
											Standard		Non Standard
In Function of Expressive:	-	V	-	-	V	-	-	-	V	-	-	-	Casual
76-79,91-92	-	-	V	-	V	-	V	-	V	-	-	-	Casual
80,82,85-87,89	-	-	V	-	V	-	V	-	V	-	-	-	Casual
81,83-84,88, 93-95, 90	-	-	V	-	V	-	V	-	V	-	-	-	Casual

APPENDIX B: THE E-MAILS

THE JAPANESE E-MAILS

J-1

----- Original Message -----

From: < takashi.wagatsuma@sumitomocorp.co.jp >
To: < import.hq@telkom.net >
Cc: < chris.chui@sumitomocorp.co.jp >; < finance.hq@maspion.com >;
 < jinsaye.kwek@sumitomocorp.co.jp >; < ivy.ong@sumitomocorp.co.jp >;
 < wmuliawan@maspion.com >
Sent: Monday, September 01, 2003 3:02 PM.
Attach: BDY.TXT.
Subject: RE: PAYMENT UTK 500 MT ALUMINIUM INGOT.

Dear Bambang-san,

Resending the following.
 The standby credit was already opened.
 Kindly request Inalum to confirm their receipt and to release us the necessary documents.

Thanks. & Best Regards,
 T. Wagatsuma.
 Sumitomo Corporation (Singapore) Pte., Ltd.

J-2

----- Original Message -----

From: Takashi Wagatsuma / ASE-0, SPRHW, Singapore.
Sent: Friday, August 29, 2003 5:35 PM.
To: 'import.hq/MIME (import.hq@telkom.net)'
Cc: Chris Chui / ASE-0, SPRHN, Singapore; Ivy Ong / ASE-0, SPRHM, Singapore; Jinsaye Kwek / ASE-0, SPRHA, Singapore.
Subject: RE: PAYMENT UTK 500 MT ALUMINIUM INGOT.
Importance: High

Dear Bambang-san,

Thanks a lot for your close follow as to the first deal.
 The standby L/C No. is 655-210-561727, which please be informed. Your following up on this will be highly appreciated.

Best Regards,
 T. Wagatsuma
 Sumitomo Corporation (Singapore) Pte., Ltd.

J-3

----- Original Message -----

From: < takashi.wagatsuma@sumitomocorp.co.jp >
To: < import.hq@telkom.net >
Cc: < chris.chui@sumitomocorp.co.jp >; < jinsaye.kwek@sumitomocorp.co.jp >;
 < takayuki.negishi@sumitomocorp.co.jp >; < takeshi.sawai@sumitomocorp.co.jp >;
 < ida.syafrida@sumitomocorp.co.jp >
Sent: Thursday, September 04, 2003 4:37 PM.
Attach: BDY.TXT.
Subject: RE: DHIPPING DOCUMENT FOR ALUMINIUM INGOT EX. INALUM.

Dear Bambang-san,

Kindly inform us of the delivery date of this goods to make necessary preparation.

Bet Regards,
 T. Wagatsuma
 Sumitomo Corporation (Singapore) Pte., Ltd.

J-4

----- Original Message -----

From: Takashi Wagatsuma / ASE-0, SPRHW, Singapore.
Sent: Wednesday, September 03, 2003 6:33 PM.
To: 'import.hq/MIME (import.hq@telkom.net)'
Cc: Chris Chui / ASE-0, SPRHN, Singapore; Jinsaye Kwek / ASE-0, SPRHA, Singapore; Ida Syafrida / ASE-0, JKTHC, Jakarta; Takeshi Sawai / ASE-0, JKTGJ, Jakarta; Takayuki Negishi / ASE-0, JKTCB, Jakarta.
Subject: RE: SHIPPING DOCUMENT FOR ORDER ALUMINIUM INGOT EX. INALUM.
Importance: High

Dear Bambang-san,

Thank you for following up this new business. Both ways are acceptable for us. That is, PT. Inalum can send the original documents to Sumitomo Singapore directly. And, they can also pass the original documents to our Jakarta office, if they want to do that. In case they wish to hand the documents to our Jakarta office, kindly request them to pass that to Ms. Syafrida Ida, as I asked you over the phone this morning.

If you have further query, I would like you to call to mobile, 65-9673-6728.

Thanks & Best Regards,
T. Wagatsuma
Sumitomo Corporation (Singapore) Pte., Ltd.

J-5

----- Original Message -----

From: across co.,ltd <mailto:across@mtd.biglobe.ne.jp>

To: import.hq@maspion.com

Sent: Tuesday, July 15, 2003 3:09 PM

Subject: Re: original docs for Invoice: 005/03-EXM

Dear Meme-san

meme-san ohayoo!

Thank you for your calling and e-mail.
Now,I got what you mean.
Unfortunately,I didn't know about this matter at all.
Anyway,I'm study this matter ASAP.

We sent a original documents by DHL.
address: desa sawotrtap gedangan sidoarjo 61254, SURABAYA, INDONESIA
for Mr.budi gunardi
DHL#:221 8484 321

thank you for your time.
Y.dokiya
Across co.,ltd

THE KOREAN E-MAILS

K-1

ATTN : MS. HARNI

----- Original Message -----

From: "kim taiwon" <twkim28@yahoo.com>

To: "Anna" <marketing@maspion.com>

Sent: Tuesday, December 24, 2002 3:35 PM

> Dear Ms. Anna

>

> It is Christmas Eve tonight and we will be in white
> Christmas as outside is cloudy weather now. I hope you
> have nice Christmas tomorrow.

>

> I was informed from the supplier that they had already
> one Vacuum Tube among two and another vacuum tube will
> be end of this month from Europe. All arrive then I
> will inform you and I hope the remittance of **US\$ 3,966**
> the sooner the better for me to take next step with
> supplier

>

> May God Bless you and nice holiday of Christmas

>

> Best Rgds

>

>

>

> Do you Yahoo!?
> Yahoo! Mail Plus - Powerful. Affordable. Sign up now.
> <http://mailplus.yahoo.com>

K-2

From: HANSUNG PLASTIC <trade@hanalon.co.kr>

To: <import.hq@telkom.net>

Sent: Tuesday, August 26, 2003 12:51 PM

Attach: AWB (953_1712_746).jpg

Subject: Shipping documents of your order (0300750)

Dear Ms. Meme

We hope that you and your esteemed company continued success and prosperity.

Selama siang!

We acknowledge receipt of your remittance advice dated August 25 for our invoice HS-030801. Thank you very much for your prompt settlement and cooperations. We have dispatched one set of original shipping documents to your

company by DHL (Air waybill No. 953 1712 746). For your reference, we are enclosing a copy of the DHL receipt.

Thanking you again for your cooperations, and we look forward to the pleasure of enhancing our business relationship. Terima kasih.

Thanks & Best regards,
Sabrina Lee.

PS:

From September 10th to 14th is our national holiday for the Chusok (the Korean Thanksgiving day). And our company closes for five days.

For Koreans, the Chusok is the most festive holiday with a variety of festivals, traditional games, and exchanges of gifts.

Also, known as Hangawi, it is a day of thanksgiving for a good harvest.

And most families come home from all across the country to celebrate that day together.

Also the day is not complete without the half-moon shaped rice-cakes called songpyon.

K-3

Import

From: 꺆±ŒŒ <gc9198.park@samsung.com>
To: import.hq@maspion.com <import.hq@telkom.net>
Sent: Thursday, September 04, 2003 6:41 AM
Subject: Re: Re: l/c amend.

Dear Meme

At this time, we cann't make a shipment on Sep. 04, because of beficiary is wrong on the l/c. So we request to you amend beneficiary and latest ship. of date.
Plz understand our situation.

Sincerely,

“Think of the market, Act for the customer”

TEL: 82- 2 – 782 – 9272 [changed]
 FAX: 82 – 782 – 9371 [changed]
 H.P: 82 – (0)16 – 439 – 1680.
 (CHINA 136 – 71866374)
 E-MAIL: <gc9198.park@samsung.com>

K-4

----- Original Message -----

From: 'U±ÔÃ¢ <gc9198.park@samsung.com>
To: import.hq@maspion.com
Sent: Tuesday, September 02, 2003 11:25 AM
Subject: l/c amend.

>Dear Neme

>

>Plz amend l/c as follows ;

>

> -. BENEFICIARY : SAMSUNG GWANGJU ELECTRONICS CO., LTD

>

> 150-886 12TH Fl., Samsung Life Insurance Bldg. 36-1,
 Yeouido-Dong, Yeongdeungpo-Gu, Seoul, Korea.

>

> - LATEST DATE OF SHIP.: FROM 030905 TO "030911"

>

>Sincerely,

>

>"Think of the market, Act for the customer"

>

>TEL: 82- 2 – 782 – 9272 [changed]

>FAX: 82 – 782 – 9371 [changed]

>H.P: 82 – (0)16 – 439 – 1680.

> (CHINA 136 – 71866374)

>E-MAIL: <gc9198.park@samsung.com>

>

K-5

Import

From: 'À¼ø¹ú <chic1973@lge.com>
To: <maspion1@indosat.net.id>; <import.hq@maspion.com>;
 <info.lis@maspion.com>
Sent: Monday, July 28, 2003 9:18 AM
Subject: L/C Standard.

Fast Innovation Fast Growth

Dear Ms. Maria,

Thanks for your sincere cooperation.

Today, I was informed your L/C from our finance team. They told me that your L/C have not match with global standard. Thus, they request me for changing your term and condition from next L/C.

Please review it, let me know your opinion.

1. SWIFT CODE 41A / Available with / by
→ Please change into 'ANY BANK, BY NEGOTIATION'
2. SWIFT CODE 71B / Details of Charges
→ Please change into "ALL BANKING CHARGES OUTSIDE INDONESIA ARE FOR BENEFICIARY'S ACCOUNT"

This is a standard L/C globally. Please reply me soon.

Thanks.

 Great Company Great People

Very Truly Yours,
Jason Lee

LG Electronics Inc.
Ref. Comp Marketing Gr.

Tel: +82-2-3777-7830
Fax: +82-2-3777-5346.

K-6

Import

From: ¼ÈÀÇö <ahnjh@lge.com >
To: <import.hq@maspion.com >
Cc: ÀÍ¼δ'ũ <chic1973@lge.com >
Sent: Thursday, September 04, 2003 6:13 AM
Subject: Re: Sep 4 Fax

Fast Innovation Fast Growth

Dear Ms. Rini:

Regarding your fax of September 4, 2003:

Recently truckers held an unexpected strike, and this has affected our shipment. We were able to ship out the NS36 model, however, we could not ship out the NR45 model. And the thanksgiving holiday just around the corner (Sep 10~14), causing more delays. I ask for your understanding on the matter.

And for the P/O you sent for the LX67 model:

As mentioned before the price that was given to you on the last 400PCS was a special offer. The same price cannot be applied to other orders, please take this into consideration.

Respectfully Yours,
Jonathan Ahn

Great Company Great People

LG Electronics Inc.
Ref. Comp Marketing Gr.

Tel: +82-2-3777-7830
Fax: +82-2-3777-5346.

K-7

Import

From: ÁÏ¼ð'ù <chic1973@lge.com>
To: <import.hq@maspion.com>; <maspion1@indosat.net.id>
Cc: ¼EÁÁÇö <ahnjh@lge.com>
Sent: Friday, September 05, 2003 8:35 PM
Attach: 030905+payment guarantee.ppt
Subject: Payment Guarantee

Fast Innovation Fast Growth

Dear Ms. Rini / Ms. Maria,

Thanks for your sincere cooperation.

I am sending a guarantee letter on late shipment. Even if we have tried to ship your q'ty on time, we failed to send due to the trucker's big strike in Korea. Please see the attachment and let me have a copy with your signature.

Thanks.

 Great Company Great People

Very Truly Yours,
Jason Lee

LG Electronics Inc.
Ref. Comp Marketing Gr.

Tel: +82-2-3777-7830
Fax: +82-2-3777-5346.

K-8

----- Original Message -----

From: Jason Kim
To: [maspion1 maria](#)
Sent: Tuesday, September 10, 2002 10:24 AM
Subject: Re: Brass Wire

Dear Maria / Ms. Rini,

We understand original shipping documents has been reached to Ms. Rini.
Please send T.T. to our account as contracted.
Please comment when it will be sent.

Best Regards,
Jason Kim

K-9

----- Original Message -----

From: Jason Kim
To: [maspion1 maria](#)
Sent: Tuesday, August 13, 2002 1:52 PM
Subject: Re: Brass Wire

Dear Maria,

We have tried to contact with you by phone but not reached.
Did you receive my e-mail ?
We are extremely awaiting your response by return.

Best Regards,
Jason Kim
First Int'l Co., Ltd.
Seoul, Korea

K-10

-----Original Message-----

From: y358@samsung.com

Date: Monday, February 24, 2003 08:23:04 AM

To: bety

Subject: Fwd: Re: Fw: request amend L/C for P/O ME006

Dear Bety

I sent you below e-mail last week.

I would like to know present situation.

Please reply to me.

thank you

best regards

K-11

Dear Bety

I understand your situation.

But We can't make shipping document with different model name to L/C description.

and I think It will be a problem to pass your customs also.

Please understand our situation and amend L/C.

thank you

best regards

K-12

-----Original Message-----

<DIV dir=ltr style="FONT-SIZE: 11pt" **From:** y358@samsung.com
<DIV dir=ltr style="FONT-SIZE: 11pt" **Date:** Wednesday, February 19,
2003 01:58:06 PM<DIV dir=ltr style="FONT-SIZE: 11pt" **To:**
maspion1@indosat.net.id<DIV dir=ltr style="FONT-SIZE: 11pt"
Subject: request amend L/C for P/O ME006

Dear Bety

We got your L/C

But there is different model name in L/C for your P/O ME006.

Model name in L/C is D137, But I think SD137 is right.

Please check and amend L/C Please.

thank you

best regards

=====

Patrick Youn (Seung Won Youn)
Assistant Manager
Samsung Electronics Co., LTD.
Compressor Export Part
Tel) 82-2-751-3345
Mobile) 82-18-210-3508
Fax) 82-2-751-6539
E Mail) y358@samsung.com

K-13

Dear Mr. Bambang,

Thank you for the good news.

Brgds,

Jordan

----- Original Message -----

From: import.hq@maspion.com
To: [Jordan](#)

Sent: Wednesday, March 05, 2003 10:25 AM
Subject: Re: SHIPPING AGENT IN SURABAYA

K-14

----- Original Message -----

From: Jordan
To: import.hq@maspion.com
Cc: USI
Sent: Wednesday, March 05, 2003 7:56 AM
Subject: Fw: SHIPPING AGENT IN SURABAYA

Dear Mr. Bambang,

As per your request please find herewith our agent in Surabaya, Indonesia for your reference:

**P.T. AMASNUSA PERSADA
JL. PERAK TIMUR NO. 512-B10
SURABAYA 6016, INDONESIA
TEL : 6231 - 328-4888
FAX : 6231- 3284511, 3284522
EMAIL: cncsby@sby.rad.net.id**

FYI, shipping agent informed that they will also contact consignee.

Please confirm if you have received the original 1/3 shipping documents from your Bank Danamon. The courier arrived at the bank last Saturday. Kindly advise your bank to accept those discrepancies which I fax 1 copy to you yesterday.

**If you need further information, please feel free to contact me.
Your kind attention is highly appreciated.**

Thanks/Brgds,

Jordan

C-1

ATTN : MS. HARNI

— Original Message —

From: Zhong Guoyong
To: marketing@maspion.com
Sent: Monday, December 23, 2002 1:39 PM
Subject: shipping documents

To: Import Dept.
ATTN: Ms. Anna/ Ms. Harni FROM: Zhong Guoyong
DATE: 2002-12-23

Dear Ms. Anna / Ms. Harni,

Please check the original B/L No. QF0212069SUR, invoice No. CJE121201 and packing

list delivered to you by FedEx No. 837359123713, with the mail address: PT. M ASP

ION, ATTN: IMPORT DEPT., JL. KEMBANG JEPUN 38-40, SURABAYA INDONESIA, FAX NO.: 03

1-3533218/3533055. Please contact the local FedEx courier for tracking this parcel or you may track the parcel on the website: <http://www.fedex.com>.

Enclosed is a brochure of Titanium parts for your reference. Please feel free to contact us if you are interested in these Titanium parts and equipment.

Looking forward to your reply ASAP.
Best regards.
Zhong Guoyong

C-2

— Original Message —

From: yinjia
To: maspion1@indosat.net.id
Sent: Monday, October 28, 2002 10:26 AM
Subject: re-fee

DEAR RINI:

THANKS FOR YOUR REPLY.

1. ABOUT THE USD. 54.00 FOR REIMBURSEMENT FEE, WE THINK IT IS UNREASONABLE, BECAUSE IT IS THE FEE IN YOUR COUNTRY, AND IT IS NOT BELONG TO OUR OBLIGATION.

2. ABOUT YOUR NEW ORDER, WE HOPE YOUR OPINION.

HOPE WE ARE IN GOOD COOPERATION.

BEST REGARDS

CHANG YI
2002/10/27

C-3

Dear Ms. Rini,
-----Original Message-----

From: JET.LEE
Date: Friday, December 20, 2002 03:19:49 PM
To: BETY
Subject: about the LC

Dear Miss bety:

The bank (PT.BANK MANDIRI) is ok, please open the L/C at it quickly.

Thanks!

Best regards!

GMCC OVERSEAS MARKETING
JET LEE
Àí ùi
TEL£°0086-765-2329000£"ECT£°9059£©
FAX£°0086-765-2297514
E-mail:leej@chinagmcc.com
<http://www.chinagmcc.com>

C-4

-----Original Message-----

From: JET.LEE
Date: Wednesday, December 25, 2002 03:46:00 PM
To: BETY
Subject: I NEED YOUR L/C

Dear Miss Bety:

Merry Christmas!

Did you open the L/C? I am waiting for it and then plan to ship the goods!If you had open it, please fax the pages to me.

I plan to ship the compressors on 26th of this month,and it wiii ship out form H.K on 28th Dec.

I need your L/C!!!!

Best regards!

 GMCC OVERSEAS MARKETING
 JET LEE
 黎 杰
 TEL#0086-765-2329000#EXT#9059#
 FAX#0086-765-2297514
 E-mail:leej@chinagmcc.com
<http://www.chinagmcc.com>

C-5

Dear Meme,

How are you! Yes, I asked my bank to send the documents to you within two days after the vessel dispatched. It was around Dec.30,2002, and I think you will receive them very soon.

Please keep in touch,and if you have any questions, please do not hesitate to ask me.

Best regards
 Jinxing

----- Original Message -----

From: import.hq@maspion.com
To: smec ; jinxing_jinxing
Sent: Friday, December 13, 2002 3:26 PM
Subject: Fw: asking for original docs for L/C: M021847

C-6

Import

From: luoqiliang <kangka@mail.sxptt.zj.cn >
 To: <import.hq@telkom.net >
 Sent: Wednesday, July 09, 2003 5:10 PM
 Subject: COOPERATION.

DEAR MS MEME
 HOW ARE YOU?
 THANK YOU FOR YOUR COOPERATION AND YOU CAN ACCEPT DISCREPANCIES.

RE: 14 days free demurrage time

I HAVE CONNECT WITH SHIPING COMPANY APPLY 14DAYS FREE DEMURRAGE TIME, BUT THEY DON'T ACCEPT. I HAVE APPLY TWICE, BUT THEY ALL DON'T ACCEPT, AND YOU INFORMATION TO US, IS TOO LATE, IF YOU INFORMATION EARLY, I CAN CHOOSE SHIPING COMPANY. BUT AFTER SHIPING YOU INFORMATION TO US, HOW CAN I TO DO?

NEXT TIME I WILL APPLY 14 DAYS FREE DEMURRAGE TIME.
 HOPE WE CAN GOOD COOPERATION.

BEST REGARD
 QILIANG LUO.
 2003/7/9.

C-7

IMPORT

From: cara_liu <cara_liu@vip.163.com >
 To: <import.hq@maspion.com >
 Sent: Wednesday, November 06, 2002 12:32 PM
 Subject: Re:

Dear Meme,
 How are you?

First I am sorry for not contacting you for so long time, because I am very busy doing some other project.

Of course, you are welcomed to China, in my heart my country is very beautiful and Chinese people are hospitable.

My manger told me he just has one set of stamps about 56 nations of China, and he would like to send if there is a chance.

You are really kind and friendly, and I am very pleasure to have a girl friend like you, because we have many same hobbies. I believe we can keep a good long-term relationship.

Please keep contacting me.

Best reagards,

Cara
2002/11/06.

C-8

IMPORT

From: cara_liu <cara_liu@vip.163.com >
To: <import.hq@maspion.com >
Sent: Tuesday, July 15, 2003 10:55 AM
Subject: Our machines.

Dear Meme,

We have not contacted for a so long time, hope all the best things have happened to you.

I have spent a busy and happy time during the past half year because we have sold our machines together with the PVC profile and hardware to many foreign customers. How about you? I think you also must be very busy. How about our machines? If your facotry need to add more machines, please you don't hesitate to contact me, thanks.

Meme, please you feel free to contact me if I can be any assistance.

Best regards,

Cara.

C-9

Dear Hami,

Please advise him.

----- Original Message -----

From: Arnaldo Che
To: Maspion Indonesia
Cc: csse.wang ; csse.sales
Sent: Monday, September 15, 2003 3:47 PM
Subject: Re: L/c No. MI77252002016

Dear Abbi/Lucy,

We received a telex from your Bank: Bank Mandiri (Persero), PT. Surabaya mentioned that our documents presented under this L/C has the following discrepancies :

1. 2 Folds photo copy duplicate B/L presented instead of 2 non negotiable B/L copies.
2. Insurance certificate stated claims are payable to Bank Danamon Indonesia Surabaya instead of claims payable in Indonesia.

The payment has been hold and your bank is contacting you (Maspion) to waiver and approval of above discrepancies.

Please help to accept above discrepancies. If not, then perhaps we have to instruct your bank to return the full sets documents to us in order to make all necessary amendment, but it will take time and will affecting your company the time to pick up the cargo. In fact, the discrepancies has nothing affecting the products or shipment.

Please let me know your comments as your earliest convenience.

Best Regards,

Arnaldo Che

C-10

----- Original Message -----

From: kelly
To: import.hq@maspion.com
Cc: Tsai Henry ; Maspion Indonesia
Sent: Friday, July 25, 2003 7:10 AM
Subject: Re: Travelling World : 8 Sets Final Alu Case Samples : White Cardboard w/ Small Cutting + Large Sponges

Dear Bambang,

Thank you for your mail just in and kindly understanding on this L/C amendment. Please just fax your amendment L/C copy to us immediately. We need it very urgently. When we can expect it? Please rush.

Best Regards,
Kelly Lu
(On behalf of Henry Tsai at TRAVELLING WORLD CORP.)

C-11

----- Original Message -----

From: kelly
To: import.hq@maspion.com
Cc: Tsai Henry ; Maspion Indonesia
Sent: Friday, July 25, 2003 7:01 AM
Subject: Re: Travelling World : 8 Sets Final Alu Case Samples : White Cardboard w/ Small Cutting + Large Sponges

Dear Bambang,

Thank you for your mail just in.

We have tried our very best to negotiate with the shipping company but they don't agree to do so. It's out of control. If the shipping company do not agree to give 14 days free demurrage. Who is going to pay for this L/C discrepancy charge? It's not our fault. Do you have any nominated forwarder? Can you talk with them and ask them to give you 14 days free demurrage? Please fax us your forwarder details for our easy shipping arrangement for your future orders (not for next 2x40FT HQ containers for this order. Now it's too late for this change as we don't have enough time. In fact, your L/C issued to us so late. The time we got your L/C from our bank was almost same as our goods stuffing date. Now the vessel is on the way to you (ETD SHE KOU, CHINA: 23/07/2003). How can we change another shipping line? As I told Abbi before that this vessel is the fastest vessel to your end. All other vessels need to take about 9~10 days to arrive your side. Abbi rush us for this shipment so tightly? How can we do? However, please amend your L/C particular to be "7 days free demurrage" or just delete "14 days free demurrage" from your L/C. Please confirm asap. It's top urgent. We need your prompt reply SAME DAY.

Best Regards,
Kelly Lu
(On behalf of Henry Tsai at TRAVELLING WORLD CORP.)

C-12

----- Original Message -----

From: kelly
To: import.hq@maspion.com
Cc: Maspion Indonesia ; Tsai Henry
Sent: Friday, July 25, 2003 12:23 AM
Subject: Re: Travelling World : 8 Sets Final Alu Case Samples : White Cardboard w/ Small Cutting + Large Sponges

Dear Bambang,

Thank you for your confirmation about this L/C amendment.

Could you please also delete your L/C particular 47A (ADDITIONAL CONDITIONS) on Item#10 that B/L MUST STATE FREE DEMURRAGE 14 DAYS. As the forwarder did not agree to show out this part on their B/L. They just can accept to show 7 DAYS for FREE DEMURRAGE on B/L. Please just delete it or amend it to be "FREE DEMURRAGE 7 DAYS on your L/C. Please confirm ASAP.

Best Regards,
Kelly Lu
(On behalf of Henry Tsai at TRAVELLING WORLD CORP.)

C-13

----- Original Message -----

From: kelly
To: Maspion Indonesia
Cc: Tsai Henry
Sent: Wednesday, July 23, 2003 5:58 AM
Subject: Fw: Travelling World : 8 Sets Final Alu Case Samples : White Cardboard w/ Small Cutting + Large Sponges

Dear Abbi,

We just received your official L/C this morning.

Anyway, we found that some of your L/C particulars should be amended as below immediately. Is it still in time for this L/C amendment? Please confirm ASAP. TOP URGENT!!

42C (DRAFTS AT ...) : 90 DAYS AFTER B/L DATE.

Please confirm if you will pay for the interest for this period of time? If not, please amend this term to be "AT SIGHT".

43P (PARTIAL SHIPMENTS): NOT ALLOWED

Please amend it to be "PARTIAL SHIPMENT IS ALLOWED as you agreed us to ship all goods in 2 lots for this order.

47A (ADDITIONAL CONDITIONS):

5. THIRD PARTY DOCUMENTS IS NOT ACCEPTABLE.

Please amend it to be "THIRD PARTY DOCUMENTS IS ACCEPTABLE"

11. CHARTER PARTY B/L NOT ACCEPTABLE.

Please delete

17. SHIPPING MARKS:

PT. MASPION FLATEWARE

SYB-IND

LC NO. MI77252001651

Please ensure not to show out this L/C particular for your next repeat order as it is not same as the shipping mark that you gave to us previously.

Expect to hear from you soon.

Best Regards,

Kelly Lu

(On behalf of Henry Tsai at TRAVELLING WORLD CORP.)

C-14

----- Original Message -----

From: kelly

To: Maspion Indonesia

Cc: Tsai Henry

Sent: Tuesday, July 22, 2003 3:04 PM

Subject: Re: Travelling World : 8 Sets Final Alu Case Samples : White Cardboard w/ Small Cutting + Large Sponges

Dear Abbi,

Thank you for your e-mail just in this morning and your acceptance to pack those 2 small sponges cut on 2 sides between knives at your side. Your kindly understanding and assistance on this issue are much appreciated.

By the way, regarding 2pcs more large sponges (5mm thickness each) packing, thanks for your acceptance to share half of the extra cost (US\$0.02/case) with us. But we would like you to pay this amount (US\$113.8) by T/T or cash (pass it to Mr. Tsai) to us. Mr. Tsai will back to Indonesia next Tuesday night. He will talk

with you about this issue and your new repeat order for aluminium case on 30/07/2003.

For your information, your repeat order for 3,500 sets alu. case are not just for full container load. You are kindly suggested to increase your order q'ty up to 3,900 sets. So all the cases can be just packed in one full 20ft and 40ft container. Our soonest delivery is about 35~40 days after receipt of your new order. Mr. Tsai will discuss with you for this new order details later.

Best Regards,

Kelly Lu

(On behalf of Henry Tsai at TRAVELLING WORLD CORP.)

C-15

----- Original Message -----

From: Maspion Indonesia

To: kelly

Cc: Tsai Henry ; Abbi - PT Maspion Flatware ; Herry Lenggono - PT Maspion Flatware ; haris@maspion-mfw.com

Sent: Monday, July 21, 2003 7:24 PM

Subject: Travelling World : 8 Sets Final Alu Case Samples : White Cardboard w/ Small Cutting + Large Sponges.

Dear Kelly,

----- Original Message -----

From: kelly

To: Maspion Indonesia

Cc: Tsai Henry

Sent: Tuesday, July 22, 2003 7:22 AM

Subject: Re: Travelling World : 8 Sets Final Alu Case Samples : White Cardboard w/ Small Cutting + Large Sponges

Dear Abbi,

Thank you for your mail and attached picture for 2 small sponges cut just in earlier.

We were just informed by our factory that it's too late for adding these 2 small sponges cut now. They need more time to make the cutting mold first and then pack them well as your request. As you know that we will have the balance 2x40ft (HQ) stuffed by end of this week (CLOSING DATE: 28/07/2003; ETD CHINA: 30/07/2003). We don't have enough time for this new adding. Please just make these 2 small sponges cut packing at your side. Sorry!!

<Abbi> *It's OK*

Besides, as for 2pcs extra large sponges (5mm thickness each) adding, we confirm that we will include it on all cases for the balance 2x40ft HQ. Could it possible for you to share half cost (US\$0.02/PC) for this new adding with us? Mr. Tsai will go to Indonesia factory next week and he will talk to you about this later.

<Abbi> *Thank You. Please keep this outstanding order at US\$. 7.00/set. You may add US\$ 0.02/pc on to next order of 3,500 sets belongs to different customer. Please also advice us the lead delivery time needed for this new order.*

Expect to hear from you soon.

Best Regards,
Kelly Lu
(On behalf of Henry Tsai at TRAVELLING WORLD CORP.)

C-16

----- Original Message -----

From: Maspion Indonesia
To: Travelling World - Henry Tsai ; Travelling World - Kelly
Cc: Sylvia Dewi - PT. Maspion Flatware ; Herry Lenggono - PT Maspion Flatware ; Abbi - PT Maspion Flatware
Sent: Monday, July 21, 2003 1:28 AM
Subject: Travelling World : 8 Sets Final Alu Case Samples : White Cardboard w/ Small Cutting + Large Sponges

Dear Kelly,

From: kelly
To: Abbi - PT. Maspion Flatware
Cc: Tsai Henry
Sent: Tuesday, July 22, 2003 2:10 AM
Subject: Re: Travelling World : 8 Sets Final Alu Case Samples : White Cardboard w/ Small Cutting + Large Sponges.

Dear Abbi,
Thank you for your 4 mails on 18 & 20/07/2003.

RE: White cardboard with small cutting

As we still did not know which way is correct to put the white cardboard with small cutting to (inlay) when we sent out these 8 samples to you? Anyway, we confirm that we have corrected it and put the white cardboard with small cutting to the right inlay with embossed words on it for all shipments (both 1x20ft and 2x40ft containers). Please don't worry.

p.s. No need to send back the inlays with wrong cardboard position for our reference.

<Abbi> Thank You.

RE: 2 small sponges cut at 2 sides of lau case tray (for next 2x40ft containers)
As our previous mail mentioned that we have no idea about it. Our factory told us that they can't find them out on your original sent sample. Could you please send us a drawing to show the correct position where we should put these 2 small sponges cut on (2 sides)? Also please advise the size of this small sponge cut? We need this information right now.

<Abbi> Please find the attached picture.

RE: Large Sponges (for next 2x40ft containers)
If you want to put 4pcs (5mm thickness each) of large sponges i/o 2 pcs, there is an extra cost (US\$0.04/per alu. case) added. Is it OK for you? As we did not include on our original cost. Please confirm ASAP.

<Abbi> You shouldn't charge us with extra cost as these 2pcs additional large sponges is incurred by your reducing the width of the inlays by 1 cm each.

Besides, we still have not received your L/C yet. Please send us your L/C copy and advise your L/C number asap. It's top urgent!!!!

<Abbi> Your bank should have notified you about the L/C, anyway our Mr. Bambang is faxing it now to you.

Best Regards,
Kelly Lu
(On behalf of Henry Tsai at TRAVELLING WORLD CORP.)

Best Regards,
Kelly Lu
(On behalf of Henry Tsai at TRAVELLING WORLD CORP.)

C-17

Dear Ms. Meme,

Good afternoon!

Firstly I'd like to say sorry for not being able to fulfill your order. You know, we, actually, are very willing to meet our customers' demands, which is our mission.

But since this year, increasing orders and lack of stock have made it very difficult for us to meet all demands of the customers, even though we keep the production lines working around the clock.

In fact, sales representatives in our company are also contending for compressors for our respective customers. We are always keeping our mind to guarantee the goods for our overseas customers as far as possible. But sometimes there will exist accident. Anyway, please do believe that we are always trying our best to meet your demands.

We have got the L/C amendment and will arrange the shipment for the balance 700 sets of SG133 as soon as possible. As for the shipment details, we will advise you when decided.

By the way, the documents for 2,552 sets have been presented to the bank yesterday.

Best regards!

Shirley Cheng
Int'l Business Dept.
Shanghai Hitachi
chengxx@shec.com.cn
Tel:86-21-5055 4560 Ext:3520
Fax:86-21-5834 9019

----- Original Message -----

From: import.hq@maspion.com
To: chengxx@shec.com.cn
Sent: Wednesday, April 09, 2003 3:41 PM
Subject: amendment for J020691?

C-18

Dear Meme,

Good morning!

Thank you very much for your understanding.

As for the new PO, we will try our best to arrange the shipment as you request.

Pls fax us the L/C amendment.

Best regards.

Shirley

----- Original Message -----

From: import.hq@maspion.com

To: Shirley Cheng

Sent: Saturday, August 09, 2003 1:45 PM

Subject: Re: shipping docs..

C-19

----- Original Message -----

From: Shirley Cheng

To: import.hq@maspion.com

Sent: Friday, August 08, 2003 9:15 AM

Subject: Re: shipping docs.

Dear Meme,

Good morning!

I'm sorry to tell you that we have shipped 2,880 PCS of SG133BB1 on Aug. 5, because we failed to book shipping space at the end of July. And we hope that you would be nice enough to accept this discrepancy of shipment date.
Sorry and thank you!

Best regards.

Shirley

C-20

Dear meme,

Thanks very much for your email.

I am happy that everything is done. Have a nice day.

Regards

Alex

-----□□□□-----

□□□: import.hq@maspion.com [mailto:import.hq@telkom.net]

□□□□: 2003□8□14□ 11:28

□□□: »Æ Ōa¾ü; ³I IpÑ©

□□: Fw: shipping docs..

C-21

Dear Meme,

Good day.

Shirley will contact my forwarder and let you know soon.

Do you have holiday in Aug. and Sep.?

Best regards

Alex

-----□□□□-----

□□□: import.hq@maspion.com [mailto:import.hq@telkom.net]

□□□□: 2003□8□11□ 13:49

□□□: »Æ Òã¼ü; ³I İpÑ©

□□: help!!!

C-22

Dear Meme,

Thank you very much for your email.

The 500 pcs of SHZ33L will be on board today. Actually, right now I am in holiday. However almost every day I should go to the company. How about you these days? I hope everything around you is ok.

Best regards

Alex

-----□□□□-----

□□□: import.hq@maspion.com [mailto:import.hq@telkom.net]

□□□□: 2003□8□25□ 12:18

□□□: »Æ Òã¼ü; ³I İpÑ©

□□: Shipping schedule of J020735

C-23

Dear Ms. Meme,

We have just contacted SIIC and they said that the original Certificate of Analysis was on their hand. I had already asked them to sent it to you directly. Kindly inform us upon your receipt.

Best Rgrds,
Linda

----- Original Message -----

From: import.hq@maspion.com

To: [Linda](#) ; [manna](#)

Sent: Wednesday, May 28, 2003 3:50 PM

Subject: please send your original C.O.A for M022905

C-24

----- Original Message -----

From: [Jetson](#)

To: [Lukman Chandra](#) ; [Maspion MSS - Williany](#) ; [Maspion - Marketing](#)

Cc: [Manna](#) ; [Alim Prakasa](#) ; [Ronglin](#) ; import.hq@maspion.com

Sent: Thursday, May 29, 2003 9:24 AM

Subject: Payment for Stainless Steel Handle

Dear Purnaya/Lucy :

Please kindly issue Acceptance Goods Letter. As per contract, the payment term is 45days from B/L date, if we don't do as per contract, our reputation will loss. You must have had claimed earlier, if you have found quality problem.

B. rgds/Jetson Lam

C-25

Dear Ms. Rini,

1) After checking our record, pls be confirmed that you had remitted twice to us for US\$144 (ie. we had remitted us HK\$288 in total). Therefore, kindly deduct US\$144 = HK\$1,123.20 on our statment TT0304.

2) Yes, we have received the fax from Mr. Tipan on 22 May 2003 for the shortage Magnet for Wall Cabinet (645pcs). However, the replacement should be shipped together with the new order from K Dept under contract no. FF203286 (PO#K-030) instead of FF203156 (the goods under this contract had already been shipped out on 4 April 2003). We will let you have the shipment schedule for FF203286 (including the replacement) once available.

3) For your information concerning the shortage of goods:-

- 70 pcs Plastic Scouring Pad (FF203118)

We have contacted the supplier to see if they can send us the shortage qty. We will let us have the result once available.

- 4 sets Bathroom Set (FF203073)

After checked with our Manager, we agreed your suggestion by deducting such payment.

4) We will pay more attention on the packing of the goods especially with the ones under contract with HKD currency.

Sorry for the inconvenience caused.

Best Rgrds,
Linda

----- Original Message -----

From: import.hq@maspion.com

To: [Ms.Linda / Ms. Manna Mok](#)

Sent: Monday, June 02, 2003 4:42 PM

Subject: Deduct Payment

C-26

Dear Ms. Rini,

Plse be informed that the above contract had just been confirmed on last week and the goods still have not been shipped out. The shipment schedule and shipping documents will be faxed to you once available.

Best Rgrds,
Linda

----- Original Message -----

From: import.hq@maspion.com

To: [Ms. Manna Mok](#)

Sent: Saturday, June 21, 2003 12:36 PM

Subject: Shipping Documents Of Contract No. FF203318

C-27

Dear Ms.Rini,

Regarding to the shortage of 200 Pcs. Stepping Motor, we have contacted Hunan Huilipu Technology Co. Ltd. Ms. Jacqui this morning. They replied that the shortage was careless mistake caused by their worker. They are very sorry about that. They will send the replacement to us on the future shipment. Because they don't have stock in hand now. So it can't be shipped together with FF203400 and FF203401. They will add this replacement to the next contract.

Best regards.
Manna Mok

----- Original Message -----

From: Fung Lam
To: mok manna
Sent: Tuesday, August 26, 2003 6:09 PM
Subject: Fw: Replacement Of Invoice No. FL03226 (AC Division)

----- Original Message -----

From: import.hq@maspion.com
To: Ms. Manna Mok
Sent: Tuesday, August 26, 2003 5:54 PM
Subject: Replacement Of Invoice No. FL03226 (AC Division)
Dear Ms. Manna Mok,

THE TAIWANESE E-MAILS

T-1

Dear Meme,

The UPS bill no is M0407035847, the document now is in UPS Indonesia.
Please check on your side.

Have a nice weekend!

Best regards,
Daphne Liou,

-----Original Message-----

From: import.hq@maspion.com [mailto:import.hq@telkom.net]
Sent: Friday, October 25, 2002 12:03 PM
To: info@kentai.com.tw
Subject: Original docs for L/C: 011014004402

T-2

----- Original Message -----

From: Kentai Machinery
To: import.hq@telkom.net
Sent: Wednesday, October 23, 2002 1:45 PM
Subject: RE: SHIPMENT FOR 1 SET OF SG-1

Dear Ms. Meme,
We have effect the shipment as per our shipping advice to you last Friday. And we also send 1 set of original shipping document to you by UPS yesterday. Please check your fax machine for the B/L we sent earlier today.

Best regards,
Daphne Liou,
(assistant to Frank)

T-3

Ms. Meme:

Good morning!

1. We had e-mail Invoice, P/L and TT requirment to you yesterday, anyway we re-mail to you again.(Invoice, full invoice, P/L and TT requirment) please check. if you want to revise the doc. please advise us by e-mail before this afternoon.

2. How about the TT of Imp. 0200791 (4) 70% and 791(5) 30% ? please advise when you can remit it. Thank you.

By the way, we had advice that Mr. Elim DD: Nov. 19,2002 remit the downpayment of SC/02-0485: 30% US\$6,090.- with together maspion's TT to us. please contact Mr. Elim.

3. Did you receive the LC requirement (LC/023/02/603, SC/02-0437) LC to: Shung Dar ?
please open LC soon and fax the LC to us.

Best regards,

Jh Lin/Ms.

±H#ó*Í: import.hq@maspion.com <import.hq@telkom.net>
 †-¥ó*Í: JHLin <tc002@m4.is.net.tw>
 œ' Á: 2002-11-08 21:06 AM 09:02
 ¥D|@: asking for shpg docs Ref#0200977(1)

T-4

Dear Ms. Meme :

Good afternoon !

Sorry, the Packing list of C/28-29 Blind rivet belong to SC/02-0468 K not belong to SC/02-0478 please correct it. so this shipment haven't SC/02-0478's goods please understand.

By the way we have sent the original doc. to you this morning, so we are e-mail revised P/L to you now. please direct print this revised P/L.

Rgds/Jh Lin

From: JHLin

To: import.hq@maspion.com

Sent: Friday, November 22, 2002 8:47 AM

Subject: Re: SHIPMENT DOC. OF IMP.0200977(2)

T-5

Dear Ms. Meme

Good morning !

Yes, you are right, we have revsed the Invoice, Full Invoice and P/L also faxed the Invoice(3 page) and P/L(4 page) total: 7 pages to you now (Fax No.3533055) please check.

Anyway we are e-mail the revised doc. to you now. and will send the original doc. by "fedex" to you today.

Rgds/Jh Lin

--- Original Message ---

From: JHLin

To: import.hq@maspion.com

Sent: Thursday, November 21, 2002 1:28 PM

Subject: Re: SHIPMENT DOC. OF IMP.0200977(2)

T-6

Dear Ms. Meme:

Sorry, I found some mistake for invoice and B/L we have revised the Invoice and B/L also e-mail revised Invoice and full invoice to you please red line. and will fax revised the B/L to you this afternoon.

Rgds/Jh Lin

--- Original Message ---

From: JHLin

To: ATENG

Sent: Wednesday, November 20, 2002 2:14 PM

Subject: SHIPMENT DOC. OF IMP.0200977(2)

T-7

--- Original Message ---

From: JHLin

To: ATENG

Sent: Wednesday, November 20, 2002 2:14 PM

PERPUSTAKAAN
Universitas Katolik Widya Mandala
SURABAYA

Subject: SHIPMENT DOC. OF IMP.0200977(2)

Dear Ms. Meme:

We are e-mail Invoice, P/L, TTrequirement and will fax B/L to you now, please check. if you want to revise the doc. please advise us before Nov. 21, 2002. Thank You.

Rgds/Jh Lin

T-8

Dear Ms. Meme/Ms. Rini :

Good morning !

When you can remit below TTS to us and to Rightway please advise us soon. Thank you.

Rgds/Jh Lin

----- Original Message -----

From: JHLin

To: ATENG

Sent: Tuesday, November 26, 2002 2:10 PM

Subject: TT OF SC/02-0422 FOR RIGHTWAY

T-9

----- Original Message -----

From: JHLin

To: ATENG

Sent: Tuesday, November 26, 2002 2:12 PM

Subject: TT OF SC/02-0422 FOR RIGHTWAY

Dear Ms.Meme/Ms.Rini:

HAPPY ISLAMIC NEW YEAR !

1. Please rush the TT of Imp.0200791(5) 70% US\$57,757.81 to
CITIBANK N.A.
PUNFET BUILDING 699-701 NATHAN ROAD
MONGKOK, KOWLOON, HONG KONG
A/C NO. : 006-387-68067585
A/C NAME: CHO TSENG JEAN YUN
TEL: 852-28600111 FAX: 852-27894741
2. Please rush the TT US\$8,579.- TO: RIGHTWAY.

3. ROL LC/024/02/603: IMP.0200977(1) 30% USD11,912.00 TO:

ADVISING BANK: E. SUN COMMERCIAL BANK
ADDRESS: 2.3 F NO.89, SEC. 5, NANKING E. RD.,
TAIPEI, TAIWAN R.O.C.
SWIFT CODE: ESUNTWTP
A/C NO.: 0107441062838
A/C NAME: TAIWAN CONCORDE CO., LTD

BEST REGARDS,
JH LIN

T-10

----- Original Message -----

From: JHLin
To: ATENG
Sent: Tuesday, November 26, 2002 2:14 PM
Subject: TT OF SC/02-0422 FOR RIGHTWAY

Deaa Ms. Meme/Ms. Rini :

Good afternoon !

Rol LC/021/02/603 (LC M022141: SC/02-0422) please remit TT US\$8,579.00 to:

ADVISING BANK : BANK OFF TAIWAN
FU HSING BRANCH
SWIFT: BKTWTWTP055
A/C NAME: RIGHTWAY ENTERPRISE CO., LTD.
A/C NO.: 055031037153

By the way we have faxed the above doc. (LC M022141:2 nd shipment) to you already this afternoon. please check.

Best regards,

Jh Lin

T-11

Dear Mr. Ateng,

We have faxed the B/L to you (Fax: 6231-3533218) before a minute, also we have sent the original doc. to you by "fedex" on Apr. 24, 2003 please check.

Brgds,

Jh Lin

 000: import.hq@maspion.com <import.hq@telkom.net>
 000: JHLin <tc002@m4.is.net.tw>
 00: 2003 4 25 PM 05:46
 00: Re: 0300407-2

T-12

----- Original Message -----

From: JHLin

To: import.hq@maspion.com

Sent: Friday, April 25, 2003 3:30 PM

Subject: Re: 0300407-2

Dear Mr. Ateng,

O.K.

Bgrds,

JH Lin

T-13

 000: JHLin <tc002@m4.is.net.tw>
 000: BAMBANG <import.hq@maspion.com>
 00: 2003 4 21 AM 11:55
 00: AMEND LC OF 060/030/3464 LC (SHUNG DAR)

Dear Mr. Bambang,

Shung Dar already received the LC 060/030/3464 LC with thanks. As this LC is delayed shipment will be effective in End July I/O June.

Please amend LC as follows:

1. Lasest date of ship: 030815 I/O 030630
 2. DESCRIPT. OF GOODS 45A: 1 UNIT..... TYPE: NCXF-1250D I/O NCXF-12500
 3. 46 A: 3) : 2/3 Marked original clean on board..... Jakarta marked
-

'FREIGHT PREPAID' I/O 'FREIGHT COLLECT'

Please amend above LC and fax to us as soon as possible.

Thank an dregards,
Jh Lin

T-14

Thanks.

 000: import.hq@maspion.com <import.hq@telkom.net>
 000: JHLin <tc002@m4.is.net.tw>
 00: 2003 4 28 AM 11:16
 00: Re: AMEND LC OF 060/030/3464 LC (SHUNG DAR)

T-15

----- Original Message -----

From: JHLin
To: BAMBANG
Sent: Monday, April 28, 2003 8:08 AM
Subject: Fw: AMEND LC OF 060/030/3464 LC (SHUNG DAR)

Dear Mr. Bambang,

Have you amend the LC 060/030/3464 LC ? please advise.
 Thanks.

Brgds,
 JH Lin

T-16

Dear Mr. Ateng,

The Sung Hung have sent origin doc. to you by EMS" on May. 6, 2003.

We have faxed copy doc. of SC030032 to you (3533218) before a few minute
 please check.

By the way, please rush Tt of Imp.0300130-4: 100 % and TT of blance for
 LCR020095(SC/02-0437)

Brgds,
 JH Lin

 From: import.hq@maspion.com <import.hq@telkom.net>
 To: JHLin <tc002@m4.is.net.tw>
 Date: 2003-05-08 PM 03:19
 Subject: Ship docs SC030032

T-17

Thanks

Brgds,
 Jh Lin

 From: import.hq@maspion.com <import.hq@telkom.net>
 To: JHLin <tc002@m4.is.net.tw>
 Date: 2003-05-13 PM 03:35
 Subject: 0300130-4
 Today we arrange payment of 0300130-4 (100%) with details as follow :

T-18

Dear Mr. Ateng,

Sorry, I was confusion the TT of Imp.0300407(2) 30%, Actually, we have received the TT of IMP.0300407(2) 30% US\$2,832.00 on Jun. 2, 2003. So, last only IMP.0300407(1) 70% haven't remit to us now.

As you know the spare parts of Shung Dar that LIS I have received already, How about the TT to Shung Dar? Do you know that Shung push me very day, I don't know how to said to them this TT when you can remit to them ?

Please rush and reply to us. Thanks.

Brgs.
 Jh Lin

T-19

 From: JHLin <tc002@m4.is.net.tw>
 To: import.hq@maspion.com <import.hq@maspion.com>
 Date: 2003-05-09 AM 09:55
 Subject: Re: payment

Dear Mr. Ateng,

Thank for your TT US\$19.379.00

Ok, you can remit all payment of Imp.0300407(2) 30% and 407(1) 70 %
to E. SUN Commercial Bank. (A/C No.: 0107441062838)

Brgds,
Jh Lin

T-20

Dear Mr. Ateng,

The Sc/03-0121 belogn to IMP.030037(2).

The Imp.0300537(1) will shipped out on June 20, 2003 and shipment doc. will e-mail to you
next monday.

Brgds,
Jh Lin

-----□□□□-----
□□□: import.hq@maspion.com <import.hq@telkom.net>
□□□: JHLin <tc002@m4.is.net.tw>
□□: 2003 6 19 PM 04:31
□□: Re: SHIPMENT DOC. OF IMP.0300537 (2)

T-21

— Original Message —

From: [JHLin](#)

To: [ATENG](#)

Sent: Thursday, June 19, 2003 1:26 PM

Subject: SHIPMENT DOC. OF IMP.0300537 (2)

Dear Mr. Ateng

We have faxed the B/L and Insurance of Imp.0300537-2 (SC/03-0121) to you a few minute ago,
Please check.

Attached please find Invoice, P/L, Shipping advice.

Brgds,

Jh Lin

T-22

Dear Mr. Ateng,

Thank for your TT US\$17,153. - today.

Brgds,
Jh Lin

T-23

----- Original Message -----

From: JHLin
To: ATENG
Sent: Thursday, July 17, 2003 4:10 PM
Subject: Fw: Payment

Dear Mr. Ateng,

Please rush the below TTS and give us a schedule of TT, Please advise.

Brgds,

J. H. Lin

T-24

----- Original Message -----

□□□: JHLin
 □□□: ATENG
 □□□□: 2003□7□15□ AM 11:05
 □□: Fw: Payment

Dear Mr. Ateng,

Pleae remit TT of Imp.	0300407(4)70% (LC/019/03/603)	US\$31,265.82
▪	0300407(5)70% (SC/03-0121)	7,250.00
▪	0300537(2)30% (SC/03-0121)	3,750.00
▪	0300537(1)30% (LC/021/03/603)	13,372.00

 TOTAL AMOUNT.....US\$55,637.82 TO:

CITIBANK N.A.
PUNFET BUILDING 699-701 NATHAN ROAD
MONGKOK, KOWLOON, HONG KONG
A/C NO. : 006-387-19280521
A/C NAME: CHO TSENG JEAN YUN
TEL: 852-28600111 FAX: 852-27894741

PLEASE RUSH THE ABOVE TT TO US SOON. THANKS

Brgds,

J. H. Lin

T-25

----- Original Message -----

□□□: JHLin
□□□: import.hq@maspion.com
□□□□: 2003□7□8□ PM 12:13
□□: Re: Payment

Dear Mr. Ateng,

Thank for your TT US\$17,195.00.

1. Please remit TT of Imp.0300407(4) 70% (LC/019/03/603) US\$31,265.82 to:

CITIBANK N.A.
PUNFET BUILDING 699-701 NATHAN ROAD
MONGKOK, KOWLOON, HONG KONG
A/C NO. : 006-387-19280521
A/C NAME: CHO TSENG JEAN YUN
TEL: 852-28600111 FAX: 852-27894741

2. We have faxed the SC/03-0277 to you (3533218), Please check.

Brgds,

JH Lin

T-26

Dear Mr. Ateng,

The SC/03-0274 have revised Total amount become to USD25,500.00.

We have faxed the SC/03-0274, 0003, 0198, 0260, 0274, 0281, 0293, 0295, 0298, 0307, and B/L to you (353-3218) before a few minute ago. Please check.

Brgds,
Jh Lin

----- Original Message -----

□□□: import.hq@maspion.com

□□□: JHLin

□□□□: 2003□7□22□ AM 10:39

□□: SC030274

T-27

----- Original Message -----

From: JHLin

To: ATENG

Cc: [jordan](#) ; [wst](#)

Sent: Monday, July 21, 2003 4:44 PM

Subject: Re: SHIPMENT DOC OF IMP.0300537 (4)

Dear Mr. Ateng,

Attached please find revised Invoice(100%) and TT requirment

Brgds,
JH Lin

T-28

----- Original Message -----

□□□: JHLin

□□□: ATENG

□□: [jordan](#) ; [wst](#)

□□□□: 2003□7□21□ PM 05:10

□□: SHIPMENT DOC OF IMP.0300537 (4)

Dear Mr. Ateng,

We are e-mail Invoice(60%), Invoice(100 %) ,P/L and TT requirment of Imp.0300537 (4) to you , please check. if you want to revise, please advise before tomorrow AM 11: 00

Brgds,
Jh Lin

T-29

Dear Mr. Ateng,

Ok, we will fax revised SC/03-0302 to you.

Brgds,
JH Lin

----- Original Message -----

□□□: import.hq@maspion.com

□□□: JH Lin

□□□□: 2003□7□22□ AM 11:06

□□: SC030302

T-30

Dear Ms. Meme,

Thank for your e-mail.

We have contact with supplier already. the delivery must be according to delivery of SC: Aug. 31, 2003. So, we will ship these goods on end Aug or early Sep.

Brgds,
Jen Huey

----- Original Message -----

□□□: import.hq@maspion.com

□□□: JH Lin

□□: maspion1@indosat.net.id

□□□□: 2003□7□31□ AM 09:45

□□: SC030272

T-31

Dear Mr. Ateng,

The original doc. of Imp.0300537 (4) have by Mr. Cho of Taiwan Concorde bring to Indonesia today, He will arrival Surabaya on this Friday. But this doc. Invoice 60% haven't revise the item3 sub item no.5 we will send to you revised invoice 60% by "OCS" today.

Attached please find revised Invoice (60%) and revised P/L (please see red blue)

Brgds,
Jh Lin

----- Original Message -----

□□□: import.hq@maspion.com
 □□□: JHLin
 □□□□: 2003□7□22□ PM 05:22
 □□: 0300537-4

T-32

Dear Mr. Ateng,

Ok, No problem.

Brgds,
J. H. Lin

----- Original Message -----

□□□: import.hq@maspion.com
 □□□: JHLin
 □□□□: 2003□8□8□ AM 09:33
 □□: Invoice and packing list

T-33

Dear Mr. Ateng:

Thank you for your mail. Please do not give up any chance of tax refund.

Please send us the P/L immediately. We want to know right now,

1. how many wooden cases are there? and
2. how many kgs. each of them?

because we will have to pay import duty for those 2,485kgs, if we can not prove 2,485kgs are returned goods. Please give us the correct P/L w/o delay. Thanks.
 Looking forward to hearing from you soon.

Best regards,
W.S. Tseng

T-34

----- Original Message -----

From: W.S.TSENG

To: import.hq@maspion.com

Cc: Ms. Minnie(s³Dj^ ; JHLin ; Triphena ; wmuliawan@maspion.com ; jordan ;
ÑÁó@Q

Sent: Monday, September 01, 2003 10:56 AM

Subject: MG004, Return shipment to TC

Dear Mr. Ateng:

We already ask the shipping agent in Taiwan to contact Mr. Bambang Sasmita to speed up the process accordingly. Thank you very much for your prompt assistance.

Would you please send us the Invoice and P/L for double check first? Both you and us must to prepare all documents with no mistake.

Have your customs inspected the paints already? Do we still have the chance to get back the taxes?

Best regards,
W.S. Tseng

T-35

MR. ATENG,

HAVE YOU RECEIVED SHIPMENT DOC. OF IMP.0300751(1) FROM MY E-MAIL TO YOU ON SEP. 2, 2003 ?

BY THE WAY, WE HAVE FAXED THE B/L (IMP.0300751-1 & 0300751-2) ON SEP. 2, 2003. Please check.

ATTACHED PLEASE FIND THE INVOICE, P/L, TT REQUIRMENT (IMP.0300751-2)

Brgds,
Jen Huen, Lin

----- Original Message -----

□□□: JHLin

□□□: import.hq@maspion.com

□□□□: 2003□9□3□ PM 02:09

□□: Re: Invoice and packing list

T-36

Dear Mr. Ateng,
How about the shipment doc. of Imp.0300751(1) and (2) ?

Brgds,

Jh Lin

----- Original Message -----

From: JHLin
To: import.hq@maspion.com
Date: 2003年9月2日 AM 10:50
Subject: Re: Invoice and packing list

T-37

Dear Mr. Ateng,
1. Do you need we send the shipment doc. add one copy of invoice to each division for 60% (LIS, LISII, WM) or 100 % ? Please advise.
2. We have faxed the B/L (Imp.0300751-1) to you (3533218), Please check.

Attached please find the Invoice(100 %), (60%), P/L and TT requirment.

Brgds,

JH Lin

----- Original Message -----

From: import.hq@maspion.com
To: JHLin
Date: 2003年8月8日 AM 09:33
Subject: Invoice and packing list

T-38

Thanks

----- Original Message -----

From: import.hq@maspion.com
To: JHLin
Cc: wmuliawan@maspion.com ; W.S.TSENG ; Triphena
Date: 2003年9月8日 AM 10:53
Subject: Re: P/L of Return shipment to TC

Dear Ms J H Lin,
As soon as we get from the forwarder we will fax and send to you.

Rgds,
Ateng

T-39

----- Original Message -----

From: JHLin
 To: import.hq@maspion.com ; W.S.TSENG
 Cc: wmuliawan@maspion.com ; Triphena
 Sent: Tuesday, September 02, 2003 10:52 AM
 Subject: Re: P/L of Return shipment to TC

Dear Mr. Ateng,

Thank you for your Packing List yesterday.
 Please fax the B/L and send original B/L to us soon. Thanks.

Brgds,

Jh Lin

----- Original Message -----

±H#6*Í: import.hq@maspion.com
 ±Y6*Í: W.S.TSENG
 °ÆY»: wmuliawan@maspion.com ; Triphena ; JHLin
 ¶C°ené´Á: 2003-9-2 AM 11:21
 ¥D)©: Re: P/L of Return shipment to TC

T-40

Dear Mr. Ateng,

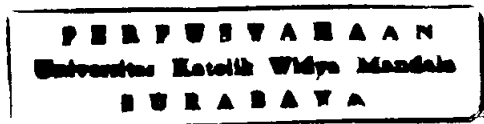
We have faxed the SC03-0354 and 0355 to you (fax No.: 3533218) a few minute ago, Please check.

May I send the original doc. of Imp.0300751-1 and 751-2 to you?

Brgds,
Jh Lin

----- Original Message -----

□□□: import.hq@maspion.com
 □□□: JHLin
 □□□□: 2003-9-4 PM 03:48
 □□: SC030354, SC030355



T-41

----- Original Message -----

From: SHIN LIAN TAI
To: Maspion Indonesia
Sent: Thursday, March 27, 2003 2:31 PM
Subject: Advice

27-Mar-03

Dear Lucy,

Re : AISI 310S

Would you mind advising your UK forwarder to contact with " Uniserve Airfreight Ltd "
 Tel : 137-5856060
 Fax : 137-5843600
 Attn : Darren Parts

Fyi, goods are finished & will arrange shipment.

B. Regards,
 Jack Lu

T-42

21-Aug-03

Dear Rini,

Fyi, due to the q'ty is very small(cost too high to ship it only). Ms. Endang ask to combine with the order of " Concorde ". Fyi, we are waiting for them to advise the shipment. Kindly check with Ms. Endang. Thanks.

B. Regards,
 Jack Lu

----- Original Message -----

From: import.hq@maspion.com
To: SHIN LIAN TAI
Sent: Wednesday, August 20, 2003 11:01 AM
Subject: Original Shipping Docs Of Invoice No. SLT-9215